



RUNNYMEDE BOROUGH COUNCIL

Civic Offices
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S.R. CAWTHORNE B.A., C.P.F.A.
Director of Finance

APPLICATION FOR A DISCOUNT – FOR A SECOND HOME

Please complete the following details and return the form to the Council at the above address. If you have any queries please speak directly to the Council Tax Manager on 01932 425417.

With reference to your application regarding a 10% discount for the property in the Borough of Runnymede, as you regard it as your second home.

Before I am able to grant the relevant discount please confirm the following:

Address of Main residence

I am the Owner/Tenant (delete as applicable)

Local Authority to which you pay full Council Tax
(Please provide a copy of the Council Tax bill)

Address of Second Home

I am the Owner/Tenant (delete as applicable)

Is your second home furnished YES/NO (delete as applicable)

Is your second home tied accommodation? (i.e. part of your terms & conditions of employment)

Yes/No (delete as applicable)

If yes, please provide evidence to substantiate this.

Address where future correspondence should be sent:

Signed.....

Date